Texas Education Agency
Standard Application System (SAS)

2018–2019 Technology Lending

		FOR TEA USE ONLY
Program authority:	General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85th Texas Legislature; Texas Education Code Section 32.301	Write NOGA ID here:
Grant Period:	May 1, 2018, to August 31, 2019	
Application deadline:	5:00 p.m. Central Time, February 6, 2018	Place date stamp here.
Submittal information:	Applicants must submit one original copy of the application with an original signature, and two copies of the application, printed on one side only and signed by a person authorized to bind the applicant to a contractual agreement, must be received no later than the aforementioned date and time at this address: Document Control Center, Grants Administration Division Texas Education Agency, 1701 North Congress Ave. Austin, TX 78701-1494	RECEIVED 2018 FEB -5 PM 2: 29 TEXAS EDUCATION AGENCY DOCUMENT CONTROL CENTER GRANTS ADMINISTRATION
Contact information:	Kathy Ferguson: techlending@tea.texas.gov; (512) 463-9087	

Schedule #1—General Information

Part 1: Applicant Information

Organization name	County-District #		Amendment #
Waxahachie ISD	070-912		
Vendor ID #	ESC Region #		
1756002723	10		

Mailing address	City	State	ZIP Code
411 North Gibson Street	Waxahachie	TX	75165-

Primary Contact

First name	M.I.	Last name	Title
Shelle	B	Blaylock	Asst. Supt. of Academics and Instruction

Telephone #	Email address	FAX #
972-923-4631 x261	sblaylock@wisd.org	972-923-4759

Secondary Contact

First name	M.I.	Last name	Title
Ryan	B	Kahlden	Asst. Supt. of Finance

Telephone #	Email address	FAX #
972-923-4631 x249	rkahlden@wisd.org	972-923-4658

Part 2: Certification and Incorporation

I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. **It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.**

Authorized Official:

First name	M.I.	Last name	Title
Jeremy	K	Glenn	Superintendent
Telephone #	Email address		FAX #
972-923-4631	jglenn@wisd.org		(972) 923-4759

Signature (blue ink preferred)

Date signed

_02/02/2018_

Only the legally responsible party may sign this application.

701-18-103-091

Schedule #1—General Information	
County-district number or vendor ID: 070-912	Amendment # (for amendments only):

Part 3: Schedules Required for New or Amended Applications

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	☒	☐
2	Required Attachments and Provisions and Assurances	☒	N/A
4	Request for Amendment	N/A	☐
5	Program Executive Summary	☒	☐
6	Program Budget Summary	☒	☐
8	Professional and Contracted Services (6200)	See Important Note For Competitive Grants*	☐
9	Supplies and Materials (6300)		☐
10	Other Operating Costs (6400)		☐
11	Capital Outlay (6600)		☐
12	Demographics and Participants to Be Served with Grant Funds	☒	☐
13	Needs Assessment	☒	☐
14	Management Plan	☒	☐
15	Project Evaluation	☒	☐
16	Responses to Statutory Requirements	☒	☐
17	Responses to TEA Requirements	☒	☐

***IMPORTANT NOTE FOR COMPETITIVE GRANTS:** Schedules #8, #9, #10 and #11 are required schedules if any dollar amount is entered for the corresponding class/object code on Schedule #6—Program Budget Summary. For example, if any dollar amount is budgeted for class/object code 6200 on Schedule #6—Program Budget Summary, then Schedule #8—Professional and Contracted Services (6200) is required. If it is either blank or missing from the application, **the application will be disqualified.**

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Schedule #2—Required Attachments and Provisions and Assurances	
County-district number or vendor ID: 070-912	Amendment # (for amendments only):

Part 1: Required Attachments

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
No fiscal-related attachments are required for this grant.		

#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
1	LEA Technology Plan Template	If an LEA does not have a 2016–2017 Technology Plan on file with TEA, it must show evidence of a current local technology plan on participating campuses by completing the LEA Technology Plan Template.

Part 2: Acceptance and Compliance

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.
Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.

X	Acceptance and Compliance
☒	I certify my acceptance of and compliance with the General and Fiscal Guidelines.
☒	I certify my acceptance of and compliance with the program guidelines for this grant.
☒	I certify my acceptance of and compliance with all General Provisions and Assurances requirements.
☒	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all Debarment and Suspension Certification requirements.

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Schedule #2—Required Attachments and Provisions and Assurances	
County-district number or vendor ID: 070-912	Amendment # (for amendments only):

Part 3: Program-Specific Provisions and Assurances

☒ I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
1.	The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2.	The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3.	The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
4.	The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home
5.	The applicant understands that equipment purchased with Technology Lending Grant funds is the property of the LEA.
6.	The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
9.	The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
10.	The applicant assures that it has a 2016–2017 LEA technology plan on file with TEA, or that it will show evidence of a current local technology plan on participating campuses by completing the Required Program-Related Attachment outlined on page 18 of the Program Guidelines.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into the LEA's technology plan.
12.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data

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Schedule #5—Program Executive Summary	
County-district number or vendor ID: 070-912	Amendment # (for amendments only):

List the campuses that will be served with these funds. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

Coleman Junior High (new junior high opening in fall 2018)
Finley Junior High
Howard Junior High
Waxahachie High School

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary.

Waxahachie ISD is applying for this grant in order to provide reliable technology and internet access to students who otherwise do not have access to either away from school. The devices would be allocated to all secondary campuses in the district with economic disadvantaged percentage greater than 40% (Coleman Junior High, Finley Junior High, Howard Junior High, and Waxahachie High School), based on the overall population of free and reduced, limited English proficiency, and students with disciplinary placements at each campus (the "target group"). If awarded this grant, Waxahachie ISD would supply a Chromebook and hotspot to qualifying students through an application-based check-out program. The goal of the state's Technology Lending Grant to "ensure that students have dedicated access to a personal technology device through a check-out program" goes hand-in-hand with our district goals to "empower students to achieve academic growth and success through strategically designed curriculum and dynamic instruction" and to "leverage the latest technology to provide pathways to academic growth and success in a dynamic world."

This target group is a subpopulation that is not making progress at the expected rate on multiple benchmarks, including state assessments. These students have expressed a need for tools to provide independence in learning and the ability to access digital content throughout the learning process. The District is prioritizing this grant funding towards secondary students as curriculum materials continue to move to a digital format in the majority of their subject areas, requiring devices and online access. In core content areas, students are required to use internet-based assessment tools, collaborate through education applications, and access digital content to enhance mastery of curriculum standards. All secondary students will be offered the opportunity to complete an application for the devices and internet service, but students in the target group will be given priority for available devices. Applications in excess of available devices per campus will be fulfilled via a lottery system should the need arise. The District plans to recertify that students continue to have a need for the devices and internet access every semester to ensure that as students gain access, their devices can be reassigned to other students in need. Students who receive devices will be monitored for the reporting requirements of the grant program (attendance and academic achievement). Grant funded devices will include a Chromebook and a filtered Kajeet hotspot for educational use. Both devices meet compliance requirements under the Neighborhood Children's Internet Protection Act (NCIPA) and the Children's Internet Protection Act (CIPA). In addition, equipment will be distributed, monitored, and serviced through district technology technicians, in alignment with district technology maintenance plans. Following a July 2017 district audit of technology infrastructure elements, the District is confident our network is robust enough to support the additional devices from this program.

Waxahachie ISD engaged a variety of stakeholders to define needs and set goals for the district in prioritized areas impacting student learning, including instructional technology. Through this process, three technology goals were established to ensure that the district will maintain viable infrastructure that can support the ever changing digital world needed for learning. Upon establishing these goals, the district monitors progress toward these goals during the comprehensive needs assessment process required for federal compliance and to support the district improvement process.

According to the 2016-2017 TAPR reports, Finley Junior High's percentage of economically disadvantaged students was 58.2%, Howard Junior High's percentage was 41.9%, and Waxahachie High School's percentage was 43.2%. The District developed funding expectations on the number of devices the funding could provide by using a $250 average price for Chromebook devices based off of recent purchases and $312.45 annual fees for hotspot devices, also based off of recent purchases. The District calculated a per unit cost of approximately $565 for purposes of providing

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Schedule #5—Program Executive Summary (cont.)	
County-district number or vendor ID: 070-912	Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

technology related to this grant. The grant will provide 177 units total for Waxahachie ISD. If funding is provided, Waxahachie High School will receive 88 units, Finley Junior High 55 units, and Howard Junior High 34 units. The District is opening a new junior high school campus, Coleman Junior High, in the fall of 2018 which will be incorporated into the grant lending program upon opening. Devices will be accounted for as computer inventory technology per district policy and accounted for as such.

Waxahachie ISD's existing Educational Materials and Technology (EMAT) committee will oversee this program. The EMAT committee meets monthly, so needed adjustments to the implementation and administration of the program would happen quickly. The Assistant Superintendent of Leadership and Academics, the Assistant Superintendent of Finance, the Director of Technology and the two Instructional Technology Coordinators all serve on this committee and have significant influence over decisions made by this committee. The EMAT committee will review the program by evaluating usage reports covering Chromebook and hotspot devices. In addition, the committee will analyze grade and attendance reports for all students enrolled in the program each nine-weeks. Waxahachie ISD will conduct student, teacher, and parent surveys to obtain feedback from program users throughout the life of the program. In addition, as part of the application and reapplication process, students will be required to write a reflection piece on how they hope the program will benefit them or, for returning students, how the program has benefited them. Waxahachie ISD will report to the school board at the end of each school year on the success of the program.

Currently, secondary campuses have an average device to student ratio of 1:3 including Chromebook carts available for teachers to check-out when needed for classroom activities along with computer labs consisting of class sets of computers. Campus and District leaders prioritize funding for additional devices as funds are made available. Once the foundation of devices is in place, the District will be able to maintain the lending program with existing funds as the need arises.

Waxahachie ISD's proposed technology lending plan will benefit secondary students who otherwise do not have the equipment or connectivity resources needed to access our ever growing online curriculum library. The District feels confident that the proposed statutory and program requirements, as promulgated by TEA, have been met in this application. As the program proves to be successful, District leadership will secure the resources necessary to continue and expand the program after the conclusion of the grant funding.

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Schedule #6—Program Budget Summary					
County-district number or vendor ID: 070-912			Amendment # (for amendments only):		
Program authority: General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85th Texas Legislature; Texas Education Code Section, 32.301					
Grant period: May 1, 2018, to August 31, 2019			Fund code: 410		

Budget Summary

Schedule #	Title	Class/ Object Code	Program Cost	Admin Cost	Total Budgeted Cost
Schedule #8	Professional and Contracted Services (6200)	6200	$55,304	$0	$55,304
Schedule #9	Supplies and Materials (6300)	6300	$0	$0	$0
Schedule #10	Other Operating Costs (6400)	6400	$0	$0	$0
Schedule #11	Capital Outlay (6600)	6600	$44,250	$0	$44,250
Total direct costs:			$99,554	$0	$99,554
Percentage% indirect costs (see note):			N/A	$446	$446
Grand total of budgeted costs (add all entries in each column):			**$99,554**	**$446**	**$100,000**

Administrative Cost Calculation	
Enter the total grant amount requested:	$100,000
Percentage limit on administrative costs established for the program (15%):	× .15
Multiply and round down to the nearest whole dollar. Enter the result. This is the maximum amount allowable for administrative costs, including indirect costs:	$115,000

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

If selected for a competitive grant, your award amount will be the lesser of the grand total of budgeted costs as stated on this schedule (the box with the bold outline), or the sum of all line items listed on this schedule, or the maximum allowable award amount. TEA is not responsible for math errors.

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Schedule #8—Professional and Contracted Services (6200)

County-district number or vendor ID: 070-912	Amendment # (for amendments only):

NOTE: Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.

Professional and Contracted Services

#	Description of Service and Purpose	Grant Amount Budgeted
1	Rental of hotspots and related monthly data plans for student home use	$55,304
2		$0
3		$0
4		$0
5		$0
6		$0
7		$0
8		$0
9		$0
10		$0
11		$0
12		$0
13		$0
14		$0
a.	Subtotal of professional and contracted services:	$55,304
b.	Remaining 6200—Professional and contracted services that do not require specific approval:	$0
	(Sum of lines a and b) Grand total	$55,304

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.

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Schedule #9—Supplies and Materials (6300)		
County-District Number or Vendor ID: 070-912	Amendment number (for amendments only):	
Supplies and Materials Requiring Specific Approval		
		Grant Amount Budgeted
6300	Total supplies and materials that do not require specific approval:	$0
	Grand total:	**$0**

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.

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Schedule #10—Other Operating Costs (6400)	
County-District Number or Vendor ID: 070-912	Amendment number (for amendments only):

	Expense Item Description	Grant Amount Budgeted
6400	Operating costs that do not require specific approval:	$0
	Grand total:	$0

In-state travel for employees does not require specific approval.

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.

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#	Description and Purpose	Quantity	Unit Cost	Grant Amount Budgeted
**Schedule #11—Capital Outlay (6600)**			
	County-District Number or Vendor ID: 070-912			Amendment number (for amendments only):
**66XX—Computing Devices, capitalized**			
1	Chromebook, 11" screen	177	$250	$44,250
2			$0	$0
3			$0	$0
4			$0	$0
5			$0	$0
6			$0	$0
7			$0	$0
8			$0	$0
9			$0	$0
10			$0	$0
**66XX—Software, capitalized**			
11			$0	$0
12			$0	$0
13			$0	$0
14			$0	$0
15			$0	$0
16			$0	$0
17			$0	$0
**66XX—Equipment, furniture, or vehicles**			
18			$0	$0
19			$0	$0
20			$0	$0
21			$0	$0
22			$0	$0
23			$0	$0
24			$0	$0
25			$0	$0
26			$0	$0
27			$0	$0
	**Grand total:**			$44,250

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.

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Schedule #12—Demographics and Participants to Be Served with Grant Funds

County-district number or vendor ID: 070-912	Amendment # (for amendments only):

Part 1: Student Demographics of Population To Be Served With Grant Funds. Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comment section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program. Response is limited to space provided. Use Arial font, no smaller than 10 point.

Student Category	Student Number	Student Percentage	Comment
Economically disadvantaged	1,889	41.67%	Across all four campuses
Limited English proficient (LEP)	198	4.37%	Across all four campuses
Disciplinary placements	134	2.96%	Across all four campuses
Attendance rate	NA	95.99%	Average for all four campuses
Annual dropout rate (Gr 9-12)	NA	0.95%	Average for all four campuses

Part 2: Students To Be Served With Grant Funds. Enter the number of students in each grade, by type of school, projected to be served under the grant program.

School Type:	☒ Public	☐ Open-Enrollment Charter	☐ Private Nonprofit	☐ Private For Profit	☐ Public Institution

														Students
PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
0	0	0	0	0	0	0	688	628	619	693	733	646	526	4,533

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Schedule #13—Needs Assessment

County-district number or vendor ID: 070-912	Amendment # (for amendments only):

Part 1: Process Description. A needs assessment is a systematic process for identifying and prioritizing needs, with "need" defined as the difference between current achievement and desired outcome or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. If this application is for a district level grant that will only serve specific campuses, list the name of the campus(es) to be served and why they were selected. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Waxahachie ISD has identified increasing student outcomes as a priority need to ensure all students receive a quality individualized education. A significant component of our determined need around technology stems from students who do not otherwise have access to quality curriculum materials outside of the classroom. For a significant number of our students, not having computer equipment, access to the internet, or a reliable internet connection is the major blockade to enrichment outside of the classroom.

In the 2016-2017 school year, the District developed a strategic plan with input from students, staff, and community members. A significant portion of this plan directly revolved around providing opportunities to students who otherwise do not have the resources available to complete their school-work outside of the classroom environment. These students face various obstacles in their pursuit of a quality education, but the obstacle that we could most control was the lack of a reliable high speed internet connection and a device to connect with outside of the classroom. Funding from this grant can be a catalyst to providing the resources these students need to be successful. In a fall 2017 survey of Waxahachie students, 86% responded that they have some sort of reliable internet access at home. The District's total secondary student enrollment is approximately 4,500 students, which would leave approximately 630 students without a reliable internet connection away from school.

This grant will serve Coleman Junior High (opening fall 2018), Finley Junior High, Howard Junior High, and Waxahachie High School, as these campuses have a greater online curriculum presence and outside requirements for students to complete assignments. Each of these campuses has an economically disadvantaged population in excess of 40%.

The District currently has a Bring Your Own Device (BYOD) initiative with many students providing their own devices. While the percentage of students who have access to a device at school is greater than 50%, most students are utilizing their cell phones for access. The cell phones are not reliable devices for most students due to the content not being compatible on individual phones as well as limited accessibility due to mobile formatting. The District does have numerous devices that are made available to students during the school day but does not have the hotspots to provide students access to the internet away from school. Even with internet access, students accessing materials with their phones are not able to complete assignments when compatibility issues arise. Almost daily, you can find students huddled close to campus facilities after dismissal in order to access the school's wireless network because they do not have the same capabilities at home. Waxahachie High School has piloted a hotspot check-out program, consisting of ten Kajeet hotspots, this year to help the District determine student need for mobile wireless access away from campus.

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Schedule #13—Needs Assessment (cont.)	
County-district number or vendor ID: 070-912	Amendment # (for amendments only):

Part 2: Alignment with Grant Goals and Objectives. List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Identified Need	How Implemented Grant Program Would Address
1.	Increasing our student-to-device ratio, specifically among secondary students. Priority would be given to students identified as economically disadvantaged, limited English proficient, and/or special disciplinary assignment	Grant would kickstart district plans to provide additional devices, and internet access, to students away from campus. Currently, internet access is available in very short supply and devices for out of classroom use are lacking. Students enrolled in the program will be required to bring their device to school for classroom use to address this need.
2.	Increasing student-to-student collaboration and student-to-teacher collaboration	Grant would provide resources to students which would allow for increased collaboration. Students would have necessary resources to complete projects/assignments away from school facilities and collaborate with peers and/or communicate with instructors when they need additional assistance.
3.	Preparing students for post-secondary education that would include online learning and/or distance education	Grant would enable students to access digital textbooks and online learning platforms from home that many college campuses have already implemented. This would better prepare students for transition into post-secondary education.
4.	Enhancing online and multimedia skills to create 21st century learners	Grant would give students the opportunity to develop digital projects from home, as well as explore new digital tools that may not be introduced in the classroom. Students will have full access to all G Suite for Education tools including Google Classroom from home.
5.	Improving Digital Citizenship skills	Grant would allow students to take home devices, helping our district create a culture of trust around internet use. Students will also be encouraged to communicate with teachers via email and to share multimedia projects online with a global audience.

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	Schedule #14—Management Plan	

County-district number or vendor ID: 070-912	Amendment # (for amendments only):

Part 1: Staff Qualifications. List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1.	Instructional Technology Coordinators	Qualifications: Train audiences on technology applications, software, hardware, and digital resources Experience: Training of all district personnel on technology resources Certifications: Google Certified Educator (Levels 1 and 2)
2.	Asst. Supt. of Leadership & Academics	Qualifications: Implementing curriculum with digital content, strong desire to educate children Experience: Administer state and federal grant programs
3.	Librarians	Qualifications: Daily access to students, strong recordkeeping skills Experience: device troubleshooting, familiarity with all devices
4.	Director of Technology	Qualifications: Knowledge of network infrastructure, hardware and software that will be utilized in district Experience: Oversee district hardware rollout
5.	Asst. Supt. of Finance	Qualifications: Knowledge of governmental accounting rules regarding use of grant funds Experience: Creation and implementation of annual budget

Part 2: Milestones and Timeline. Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective		Milestone	Begin Activity	End Activity
1.	Purchase & prepare Chromebooks and hotspots	1.	Obtain board approval for purchases	05/14/2018	08/01/2018
		2.	Purchase & sign agreement with Kajeet for hotspots	05/15/2018	08/01/2018
		3.	Purchase Chromebooks	05/15/2018	08/01/2018
		4.	Technology set-up of Chromebooks and hotspots	06/01/2018	08/31/2018
		5.		XX/XX/XXXX	XX/XX/XXXX
2.	Open application process to students & panel review	1.	Students pick up applications	08/13/2018	08/17/2018
		2.	Student applications submitted	08/13/2018	09/04/2018
		3.	Panel (EMAT) evaluation of applications	09/05/2018	09/11/2018
		4.		XX/XX/XXXX	XX/XX/XXXX
		5.		XX/XX/XXXX	XX/XX/XXXX
3.	Chromebooks and hotspots are issued to students. Usage evaluation conducted.	1.	Students are notified of acceptance into program	09/12/2018	09/14/2018
		2.	Students are issued Chromebooks and hotspots	09/17/2018	09/21/2018
		3.	Evaluation of usage & equipment check	10/08/2018	10/12/2018
		4.		XX/XX/XXXX	XX/XX/XXXX
		5.		XX/XX/XXXX	XX/XX/XXXX
4.	Application process opens for spring 2019	1.	Students pick-up application and submit	11/01/2018	11/15/2018
		2.	Evaluation of usage & equipment check	11/26/2018	11/30/2018
		3.	Panel will review new applications & reapplications	12/03/2018	12/14/2018
		4.	Students are notified of acceptance into program	12/17/2018	12/19/2018
		5.	Collect devices and hotspots from fall 2018 users	12/17/2018	12/19/2018
5.	Re-issue, evaluation, and collection of devices - spring 2019	1.	Issue/Re-issue devices to spring 2019 users	01/14/2019	01/18/2019
		2.	Evaluation of usage & equipment check	03/04/2019	03/08/2019
		3.	Collect student devices for summer storage	05/27/2019	05/29/2019
		4.		XX/XX/XXXX	XX/XX/XXXX
		5.		XX/XX/XXXX	XX/XX/XXXX

Unless pre-award costs are specifically approved by TEA, grant funds will be used to pay only for activities occurring between the beginning and ending dates of the grant, as specified on the Notice of Grant Award.

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Schedule #14—Management Plan (cont.)	
County-district number or vendor ID: 070-912	Amendment # (for amendments only):

Part 3: Feedback and Continuous Improvement. Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Waxahachie ISD will utilize existing Educational Materials and Technology (EMAT) committee to review usage of equipment, related attendance data, and grade point changes of students in the program. Currently, the district EMAT committee has regularly scheduled monthly meetings, so making adjustments to the implementation and administration of the program should happen quickly. The Assistant Superintendent of Leadership and Academics is the standing chairperson of the EMAT committee and has significant influence over the decisions made by this committee.

At the end of each nine-week grading period, the EMAT committee will evaluate equipment usage through hotspot usage reports, student attendance, and grades to ensure tools are being used effectively. In addition, students will be required to bring the equipment to their campus for an equipment check to verify condition. If a student is not adhering to the program guidelines, he or she will be informed in writing of stipulations that must be met by the end of the next nine-weeks to remain eligible for the program. The student's parents will receive the same letter. School administrators will be informed of student progress and/or adjustments made each nine-weeks for each student involved in the program on their campus. If the EMAT committee determines there should be adjustments made to the application process, it can be changed in the middle of the year for the spring semester.

The District will conduct student surveys to obtain feedback from program users throughout the life of the program, in addition to continuing district technology surveys currently being conducted. The District will also update the school board at the end of each school year to the effectiveness of the program.

Part 4: Sustainability and Commitment. Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Currently, each secondary campus has Chromebook carts that teachers can check-out to use in their classrooms at a minimum of 30 devices in cart per content area. With this system, our current device to student ratio is 1:3. Students are also allowed to use personal devices as supplemental equipment through our BYOD program. Our district currently has plans to expand the number of devices available to students as funding becomes available.

Waxahachie ISD will evaluate utilization of devices and connectivity made available through this grant to determine the best way to expand the program moving forward (targeted campus/grade level expansion or conversion to district-wide plan).

Participants in the program will be monitored for attendance rate and grade improvement while the equipment is in their possession. The District will have re-verification every semester to ensure devices are being best utilized. Students will not lose access to devices during the program unless they (1) voluntarily return equipment, (2) gain access to reliable internet connection and a device outside of school, (3) violate terms of Computer Use Policy/Digital Citizenship agreement, or (4) fail to maintain academic standing for two consecutive nine-week grading periods

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Schedule #15—Project Evaluation	
County-district number or vendor ID: 070-912	Amendment # (for amendments only):

Part 1: Evaluation Design. List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Evaluation Method/Process		Associated Indicator of Accomplishment
1.	Attendance and Grade Check by EMAT Committee (each 9-weeks)	1.	Attendance must be 95% or above
		2.	Overall Grade Point of Average of 2.0 or above (or equivalent)
		3.	
2.	Hotspot Usage Check by EMAT Committee (each 9-weeks)	1.	Hotspot is used weekly by student at home
		2.	
		3.	
3.	Equipment Check by tech team (each 9-weeks)	1.	Chromebook and hotspot (including chargers) are in good-working order
		2.	
		3.	
4.	Re-certification Check for Program Enrollment by EMAT (end of each semester)	1.	Verify students currently enrolled in program continue to have a need
		2.	
		3.	
5.		1.	
		2.	
		3.	

Part 2: Data Collection and Problem Correction. Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

All applications for student use devices and internet connection will be reviewed by the EMAT committee before approval. The committee members will be comprised of district level representatives from technology, curriculum, and executive leadership. Reconciliation of committee approvals and devices issued will be performed immediately after devices are issued and before devices are scheduled to be returned. Reconciliation will happen at least semi-annually with re-certification of student users. The grant will provide 177 units total for Waxahachie ISD. Waxahachie High School will receive 88 units, Finley Junior High 55 units, and Howard Junior High 34 units. Coleman Junior High will be opening in fall of 2018. Our district is currently in the rezoning process, and current junior highs will be reduced in size to comprise Coleman Junior High's enrollment. Waxahachie ISD is still anticipating having a diverse population with percentage of economically disadvantaged students at, or above, 40% on each junior high campus. Devices will re-allocated proportionally to allow equal opportunity on each campus once final enrollment numbers are known.

Waxahachie ISD will use student agreement and checkout records to establish number of participants served. Once a student completes the technology use agreement, the District will create a "group" code within our student management software to allow for ease of data collection related to attendance and academic achievement for the participating students. Reports will be run at least monthly on hotspot use to update the EMAT committee at regular meetings, and a detailed report, including grades and attendance, will be reviewed at the end of each nine weeks by the EMAT committee. Reports will be provided to update campus leadership and to ensure the program is being utilized by targeted students. If the EMAT committee deems a student non-compliant with the program requirements at the end of a nine-week grading period, the student will receive a letter stating stipulations that must be met by the end of the following nine-week grading period. The letter will be required to be returned with student and parent signatures. If the student again fails to meet program expectations at the end of the following nine weeks, the EMAT committee will determine whether or not the student will be allowed to continue in the program. At the end of each semester, the application process will reopen. During this time, current student users will verify their need for the device and hotspot through a modified application to continue enrollment in the program.

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Schedule #16—Responses to Statutory Requirements	
County-district number or vendor ID: 070-912	Amendment # (for amendments only):

Statutory Requirement 1: Applicant must describe the availability of existing equipment to students in the LEA and other funding available for the purchase of student technology devices. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Waxahachie ISD has a program in place to make devices accessible to students in the classroom. At this time, very few devices are available to students for use outside of the classroom as the District has been focused on increasing the number of classroom devices. As devices, such as an Apple iPad (First Generation), become outdated and unable to accept software updates, the district technology department has repurposed these devices for student use away from campus, allowing students to read e-books through a digital library at a minimum. The district has been working toward meeting a 50% threshold of available student devices for the past two years. Currently, Chromebook carts are available on secondary campuses for teachers to check-out for classroom use, making the district's current device to student ratio 1:3. Fall 2018 survey feedback has shown that a lack of device availability is a barrier for teachers who strive to implement technology on a regular basis. Through our BYOD initiative, students are allowed to use personal devices as supplemental equipment in the classroom; a very large percentage of these devices are mobile phones. At this time, our district has plans to continue to expand the number of devices available to students as funding becomes available. In the fall of 2017, Waxahachie ISD purchased ten hotspot devices for student use outside of school, allowing us to pilot a distribution process and determine student demand for mobile wireless access.

The District strives to make devices available to students outside of the school day, but funding for in-class curriculum needs has taken priority at this point. Hardback textbooks are available for students to checkout from campus libraries. Some students are reluctant to checkout texts, as note-taking is not an option in a loaned textbook as it is on devices made available to them. Funds provided through the Instructional Materials Allotment has allowed the district to incorporate technology and digital curriculum into classrooms at a rate beyond that using purely local funds. Through each called proclamation, the device to student ratio has increased, yet the priority has remained on providing devices for instructional use within the classroom at this time. Although the state funding for resources may seem substantial, the Waxahachie ISD school board found it necessary to increase funding for each adoption process with local district funds to provide necessary resources to meet state instructional standards.

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Schedule #17—Responses to TEA Program Requirements

County-district number or vendor ID: 070-912	Amendment # (for amendments only):

TEA Program Requirement 1: Describe how the technology lending program aligns with the existing mission and goals for the LEA. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Waxahachie ISD completed a strategic planning process in the 2016-2017 school year. During this process, the District developed five goals that included "we will empower students to achieve academic growth and success through strategically designed curriculum and dynamic instruction." For students in Waxahachie ISD, strategically designed curriculum and dynamic instruction include access to the internet and the many resources available online. Another goal of the committee was to "leverage the latest technology to provide pathways to academic growth and success in a dynamic world." By sending Chromebooks and hotspots home with students, we are committing to this goal.

Throughout the process, Waxahachie ISD will remain committed to our mission statement: "All learners step confidently into their futures, equipped to contribute and thrive in a dynamic world."

Students must have access to technologies at school to be successful and step confidently into their future, but these same technologies and resources must be available outside of the school environment because all work cannot be completed within the school building. Learning is a dynamic and ongoing process, and having access to this equipment at home will enhance their personal learning, growth, and development.

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Schedule #17—Responses to TEA Program Requirements (cont.)	
County-district number or vendor ID: 070-912	Amendment # (for amendments only):

TEA Program Requirement 2: Describe a plan for providing internet access to student residences, residential centers, and/or on the buses that transport students (for whom a single ride lasts, on average, at least an hour) with the highest need for off-campus internet access. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Waxahachie ISD has considered development of a wide area network (WAN) to broadcast internet connectivity to students. Initial program cost estimated proved to be cost prohibitive to meet the needs of students. The District also considered equipping buses, and other transportation vehicles, with internet connectivity. Feedback received from community stakeholders advised that these solutions would not be a benefit to students most in need as all bus routes are less than 30 minutes, excluding athletics for whom students are not focused on completing school work on either leg of bus trips.

With program funding, Waxahachie ISD will be able to provide mobile wireless access through a Kajeet hotspot to 177 secondary students. Students in the target group with the greatest need will have priority. Students will use this device at home and on the bus to and from school. Kajeet hotspots will be filtered through the District's NCIPA and CIPA-compliant filter.

When program funding comes to an end, Waxahachie ISD plans to supplement program as funds become available to provide more devices and connectivity to students in need. Currently, the District does not have plans to implement this program below secondary level or for a 1:1 initiative.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 070-912	Amendment # (for amendments only):

TEA Program Requirement 3: Describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

With each adoption process, the District Proclamation committees have embraced and selected curriculums with an ever-growing online presence of materials, lessons, and resources to ensure students have the ability to be successful in each subject area.

In addition, Waxahachie ISD is a G Suite for Education district. All students have Google accounts, as well as access to a variety of Google tools including Google Drive, Docs, Forms, Slides, Google Classroom, and many more. The majority of teachers use these Google tools with their students regularly, meeting the District's expectations for online student-to-student and student-to-teacher collaboration engagement. With this program spreading in popularity across secondary campuses, teachers are familiar with managing behavior while incorporating technology into instruction. In addition, classroom teachers are responsible for integrating the state Technology Applications TEKS into their content area. Students have access to all of these tools while at school, yet many are unable to continue collaborating over class content once the school day ends. In the recent United States presidential election, social studies teachers facilitated Twitter chats during presidential debates providing a purpose for students to actively engage with the debates. Teachers are also embracing expectations for project-based learning across content and between courses. Collaborative projects require students to be able to access G Suite applications while away from school to meet deadlines and meet group expectations. The technology lending program will enable students to have full access to district-supported applications at home, on the bus, or when attending extracurricular activities, and promotes students' ability to learn both in and out of class.

Having devices with a reliable internet connection available to use when away from the school facilities would further allow students the ability to learn at their own pace and seek help from safe and trusted resources when they need extra reinforcement of topics and/or processes.

TEA Program Requirement 4: Describe how the applicant is using digital instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Within the District, all core subjects, except English, have adopted a curriculum with a digital textbook that includes a significant online portfolio of lessons, demonstrations, reinforcement, and enrichment activities. In the English department, much of the curriculum revolves around various types of literary texts and understanding using open source resources and online adoption platforms. With a new state ELAR adoption set for 2018-2019 adoption cycle, the District adoption committee will seek materials that follow district expectations for exposure to relevant, authentic online materials to become the basis for instruction in English and/or Reading classes in all secondary classes. Composition papers and reports are a significant component of the English curriculum which are further enhanced with online tools and portfolios. Several Waxahachie secondary English teachers have "gone paperless" during instruction on research units where students are using Google tools and extensions to complete the research and write papers, and teachers provide digital feedback throughout the composing and revision process. Additionally, most elective subject areas also have digital textbooks with online content available to students, as well. These digital textbooks and tools are available for 6th grade students through 12th grade students across Waxahachie ISD.

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Schedule #17—Responses to TEA Program Requirements (cont.)	
County-district number or vendor ID: 070-912	Amendment # (for amendments only):

TEA Program Requirement 5: Describe how the infrastructure and technical support is adequate to support students' anticipated use of devices through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

At home, students will benefit from using Chromebooks and Kajeet hotspots in a multitude of ways. The Chromebooks will be supported by Waxahachie ISD's technology department, and the Kajeet hotspots will be run through our district CIPA-compliant filter. If/when Chromebooks are brought to school, district infrastructure is set-up to where students can connect to the local wireless access points without issue in every classroom, library, hallway and cafeteria at all campuses. District wireless access points are continually monitored by the Technology Department. Students will have access to a filtered one gigabit per second internet connection. If students are having device issues, they will bring the equipment to their campus librarian. If she cannot solve the issue, the technology department will be informed of the problem, and a campus technician will be assigned to the issue. Equipment issues will be resolved in a very timely manner in order for students to lose minimal collaboration time on the device.

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Schedule #17—Responses to TEA Program Requirements (cont.)	
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TEA Program Requirement 6: Describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will oversee the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Waxahachie ISD plans to implement an application-based check-out program that specifically targets students who are eligible for free and reduced lunch benefits, are identified as limited English proficient, and/or disciplinary placements collectively referred to as the "target group". All students will be offered the opportunity to complete an application for the devices and internet service, but students in the target group will be given priority for available devices. Applications in excess of available devices per campus will be fulfilled via a lottery system. The District plans to recertify that students continue to have a need for the devices and internet access every semester to ensure that as students gain access their devices can be reassigned to other students in need.

Once applications are evaluated, the EMAT committee will make decisions on which students get the opportunity to participate in the program based on greatest need. Selected students will be notified by a letter and invitation to a device deployment celebration. The same information will be sent home to selected students' parents along with an invite to make it a family event. At the event, students will receive/check-out the Chromebook and hotspot from our technology department and receive a basic training on the equipment. In addition, district leadership, instructional technology coordinators, and librarians will be in attendance to answer any questions or concerns. At the end of each nine-weeks, students will be required to bring their Chromebook and hotspot to their campus for an equipment check where district technicians will check functionality and condition. If issues arise with devices in the middle of a semester, the campus librarian will be the student's first point of contact for assistance. At the end of the semester, all devices will be checked-in by district technicians. Devices will be re-issued in the same fashion for the spring semester and collected at the end of the school year. Between student deployment, Waxahachie ISD's technology department will work to clean-up any Chromebooks that may need updates or repairs.

TEA Program Requirement 7: Describe how technology lending equipment will be accounted for per local policy, including providing insurance, if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Waxahachie ISD will account for devices as part of regular technology inventory items since the individual expenditure per item is less than the District's $5,000 capitalization threshold. Individual Chromebooks and hotspots will be inventoried with barcode labels to identify as property of Waxahachie ISD and will have a unique number to ensure each item is trackable.

Current local policy does not provide for individual insurance policies for computer devices, but given the nature of these items, the District will research offering an insurance policy with each device checked out. The computer user agreement for this program will also contain language that devices that are returned and not found to be in proper working order will be subject to a fine equal to replacement value of the equipment.

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